Creating an Auction Lot on Gov Deals

GovDeals®
A Liquidity Services Marketplace

Login Screen:
    Enter your user ID
    and pasword

State of Md. Account is 432

User ID:	
Password:	
Account #:	432

☐ Remember User ID

[Login]

Forgot User ID?   Forgot Password?

This site is for GovDeals' clients only.
GovDeals.com is our public auction site.

The User ID, Password and Account Number must be entered correctly to gain access to your account. For Support call 800-613-0156 between 9 am - 6 pm (Eastern Time) or email us.

JavaScript and Cookies must be enabled in order to use this application.

IMPORTANT NOTICE
For your security, your govdeals.net session will automatically log you out due to inactivity after sixty minutes. Any non-submitted transactions will not be saved. You will be asked to log back in to continue.

Client Asset Copyright 2000, GovDeals, Inc. S2

State of Maryland Home Page

State of Maryland
Account ID 432
Client Service Rep (CSR): James Stuart - 540-406-7104

Review previous system enhancements.

To enter a new auction, click on Template

Status	# Items	$ Value
Closed No Bids	454	$15,888.00
Hold	20	
Ready for Auction	6	$1,005.00
Request for Credit - Complete	86	$57,174.52
Request for Credit Denied	2	$0.00
Sent to Auction	40	$33,379.00
Sold on Auction	3,786	$2,817,229.88
Template	1	
Withdrawn from Auction - Complete	15	$1,595.63
Totals:	4,410	$2,926,272.03

In the next screen click on ID No. 1 to open the template.

In the Asset description window, click on "Duplicate this Asset" button to create your lot description.

Enter your short description

Enter your items in full detail:
 make, model number;
 condition, etc.

Select Category

Select Yes/No as appropriate

Enter 6 digit EPD #

Select Location
(Address will automatically populate)

Insert person to contact for property removal and provide information if you are allowing a buyer to view items and if there is a loading doc or not provided for pickup.

★ Insert your information, but DO NOT DELETE ANY INFORMATION IN THE BOX

★ DO NOT CHANGE THESE ITEMS BOXES!!

HOME | ASSETS | MAINTENANCE | INFORMATION | HELP

Previous Results

Duplicate GovDeals Asset ID **GovDeals #**
This asset will be duplicated and a new Asset ID assigned when the asset is saved.

Listing a vehicle? Start here!
VIN: [   ] [Get Vehicle Details]

*Short Description: [Template]

Long Description: Max description 3000 characters
```
<B><FONT SIZE = 4>PLEASE READ SPECIAL INSTRUCTIONS BELOW FOR PAYMENT AND OTHER INFO.<u>FAILURE TO
MAKE TIMELY PAYMENT OR REMOVE ALL PROPERTY</u> WILL RESULT IN BIDDER DEFAULT </FONT></B>
```

*Status: [Hold ▼]
*Category: [Agriculture Equip/Commodities ▼]   *Condition: [See Description ▼]
*Is this a group of items?: [No ▼]   Inventory ID: [   ]

VIN/Serial #: [   ]   Make/Brand: [   ]
Model: [   ]   Model Year: [   ]
Meter: [▼] [   ]   Accurate: [▼]   Title Restriction: ◉ N/A ○ Yes ○ No

*Authorized Bidder: [General Public ▼]
Excess Reported Date: [03/12/2011] (mm/dd/yyyy)   *Locations: [301 W Preston St Fl 12]
*Address 1: [301 W Preston St Fl 12]   Address 2: [   ]
*City: [Baltimore]   *State: [Maryland ▼]
*Zip Code: [21201-2305]   Asset Contact: [Edwards, Sharron ▼]

Inspection Instructions: Max description 3000 characters
```
<B><FONT SIZE = 4>Most items offered for sale are used and may contain defects not immediately
detectable. Please see item description for the contact information to schedule an inspection if
permitted.</FONT></B>
```

Payment Instructions: Max description 3000 characters
```
<B><font size = 5><font color = "blue">MADE PAYABLE TO :<font color="red">"STATE OF
MARYLAND"</B></BR>
<font color="red">*****SIGN YOUR CHECK/M.O. AND, INCLUDE YOUR 6 DIGIT INVENTORY ID
#*****</FONT></B></BR></BR>
<B><font color = "blue">MAILING ADDRESS :</Font></BR>
```

Removal Instructions: Max description 3000 characters
```
<B>*******BID WINNERS MUST PROVIDE A COPY OF THE PAYMENT CONFIRMATION CERTIFICATE AND PICTURE ID
BEFORE PROPERTY WILL BE RELEASED*******</BR></BR>

*******IF SOMEONE, OTHER THAN THE BID WINNER IS INVOLVED IN PROPERTY REMOVAL, PLEASE NOTIFY P.O.C.
PRIOR TO PICK-UP******

*****BID WINNERS ARE RESPONSIBLE FOR PACKING, LOADING  AND, REMOVAL OF ALL AWARDED
```
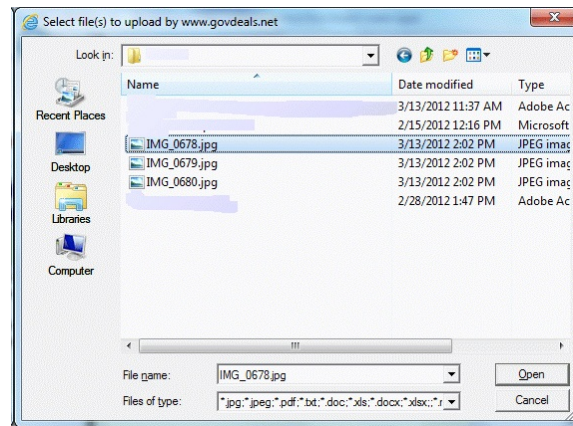
Special Instructions: Max description 3000 characters
```
<B><FONT SIZE = 3>Guaranty Waiver. All property is offered for sale "AS IS, WHERE IS." The State
of Maryland makes no warranty, guaranty or representation of any kind, expressed or implied, as to
the merchantability or fitness for any purpose of the property offered for sale. The Bid Winner is
not entitled to any payment for loss of profit or any other money damages – special, direct,
indirect, or consequential.</B></FONT>
```

[Check Spelling] [Save Duplicate Record]

In Media editor window click on "Select Files" button and search your computer to find the photograph of your lot. *(Note that you must have the latest version of Adobe Flash installed before this button will work.)*

Browse to the location where image files are located and select files. At least 3 images are required

Click Open

In the Media Editor window, click Upload files link

Click "Finished" button when done.